



**Welcome to**  
**Eversley Nursery School**  
**For Children Aged**  
**0 - 5**



**In this pack we will give you all the information you need  
on enrolling your Child at Eversley**

Any other information can be requested by emailing us @  
[eversleynurseryschool@yahoo.co.uk](mailto:eversleynurseryschool@yahoo.co.uk)  
or Calling us On: 0151 638 0004

Eversley Nursery School  
32 Penkett Road,  
Wallasey  
Wirral  
CH45 7QN

# Facebook

## Please Like & Follow Our Facebook Page

Just type in the search bar:

**Eversley Nursery School** to find our page.

Here you can:

- Keep track of important updates.
- Find out about any monthly topics & what the children have been learning.
- See photographs of the children learning & playing.
- Get daily / weekly updates about what the children are getting up to whilst at nursery.
- Get information on upcoming events.



# Google



Just type in the GOOGLE search bar:

**Eversley Nursery School** to find our page.

Here you can:

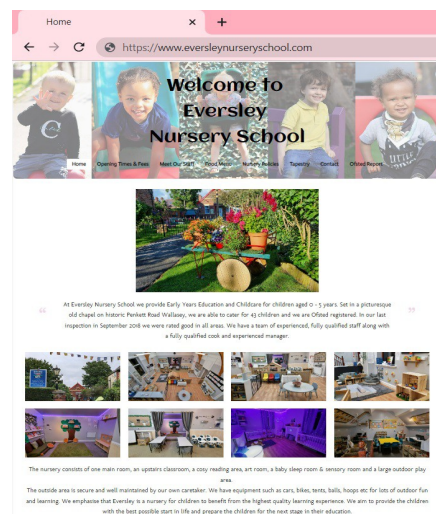
- Find the location of our Nursery
- See up to date contact information.
- See our opening times.

# Our Official Website

Just type in our website address in your browser:

**[www.eversleynurseryschool.com](https://www.eversleynurseryschool.com)**

- Here you can:
- Read all about our Nursery
- View images of our Nursery
- Meet Our Staff
- Read All Our Policy's
- Read About Nursery In A Box
- View Weekly Food Menus
- Read our past Ofsted Reports
- Contact Us Via An Online Form



# Nursery Fees

As a private nursery our aim is to keep our fees as low as we possibly can but also keep Eversley Nursery School providing the highest quality of Childcare. It is important for us to deliver a constant high quality in our setting by means of staffing, training and resources. Our fees for non funded children do include Milk, Snacks, Lunch, Tea, Desserts, Drinks, Wipes, Nappy Bags, Calpol & Suncream. We have a trained & qualified cook in food & hygiene who freshly prepares all meals. A fee for funded children will be applied and the charges are below. If you would like to bring a healthy packed lunch instead for your child please notify us in writing.

Full Week (Monday – Friday Am & Pm)	£225.00
5 Mornings or 5 Afternoons	£155.00
Full Day	£52.00
Morning Or Afternoon	£34.00

## Daily Charges For Food (All Funded Sessions Only)

Snack, Lunch & Drinks (AM Session)	£1.50
Snack, Tea & Drinks (PM Session)	£1.20
Full Day At Nursery	£2.70

## Extra Hours

Any extra hours your child spends at Nursery i.e. if late picking up your child after the AM session has ended or the funded session has ended will be charged at £6.50 per hour.

## Late Payments & Late Payment Fee

We understand everyone has different methods of paying and also different routines for paying fees. We have always been understanding and lenient on late payments, however our Policy will be put into action and Late Payment Charges will be added if fees are not paid in advance. If fees cannot be paid on the Monday of each week (or the first session your child attends) then by special request we can arrange an agreement plan for you.

If any account is overdue by one week's fees and no plan is in place, your child may not be able to attend nursery the following week until fees are paid in full.

Payments can be made by Standing Order, Card and if needed Cash Payments can be made.

## Payments By Standing Order

Please make every effort to pay your Nursery fees in advance & regular, Payment by standing order is preferred. We also have a card machine to accept regular card payments.

Our Account Details Are:  
Eversley Nursery School  
Barclays Bank, 2 Liscard Village, Wallasey, CH45 4JS  
Account Number: 50632325  
Sort Code: 20-50-36

# Funding Information

See the Government website for more information:

[www.gov.uk](http://www.gov.uk)

Search 'Childcare'

## Funding For 2 Year Olds (Gov.uk)

Your 2-year-old can get free childcare if you live in England and get one of the following benefits:

- Income Support
- income-based Jobseeker's Allowance (JSA)
- income-related Employment and Support Allowance (ESA)
- Universal Credit, and your household income is £15,400 a year or less after tax, not including benefit payments
- child tax credits, and your household income is £16,190 a year or less before tax
- the guaranteed element of Pension Credit
- the Working Tax Credit 4-week run on (the payment you get when you stop qualifying for Working Tax Credit)

2-year-olds can also get free childcare if they:

- are looked after by a local authority
  - have a statement of special educational needs or an education, health and care (EHC) plan
  - get Disability Living Allowance
  - have left care under an adoption order, special guardianship order or a child arrangements order
- You may have to pay for extra costs like meals, nappies or trips.

Contact your childcare provider or local council to find out more.

Check with your local council if you're unsure if you can get free childcare.

## Funding For 3 – 4 Year Olds (Gov.uk)

All 3 to 4-year-olds in England can get 570 free hours per year. It's usually taken as 15 hours a week for 38 weeks of the year, but you can choose to take fewer hours over more weeks, for example.

Some 3 to 4-year-olds are eligible for 30 hours free childcare a week. Check if you're eligible and how to apply on the Gov.Uk Website.

The free early education and childcare:

- must be with an approved childcare provider
- stops when your child starts in reception class (or reaches compulsory school age, if later)

You may have to pay for extra costs like meals, nappies or trips.

You can get it from the term after your child's 3rd birthday.

Contact your childcare provider or local council to find out more.

## Tips For Settling Your Child Into Nursery

Starting a new childcare arrangement or pre school makes a big change in your child's life and it is important to do everything you can to prepare your child. At Eversley Nursery School we wish your child a smooth transition into our nursery so we have put together some ideas, which we think will help.

- ☺ Visit the nursery or school with your child to give them an opportunity to see a class at work.
- ☺ Walk past at break-time to show children playing happily.
- ☺ Explain what will happen during the day at nursery.
- ☺ Point out any friends or cousins who've recently started school or nursery and talk about the fun they're having.
- ☺ Talk about your child's interests and the things they'll enjoy here. For example: "There'll be lots of sand to play with – you'll love that" or "There'll be story times".
- ☺ Talk about the enjoyable activities they'll be doing that build on things they already do at home – painting, drawing, cutting and pasting and listening to stories, for example.

Here are some of the practical ways in which you can help your child settle in quickly:

- ☺ Point out the structure and routines in the day at home "Now it's our lunchtime and at school you'd be eating your lunch now"
- ☺ Practise social skills, such as taking turns, following directions and making choices. Visit friends with children or invite other children to play.
- ☺ Teach simple chores that may be useful at nursery, such as putting away toys.
- ☺ Help your child recognise their name. Most children can't read or write yet but they may be able to recognise the first letter of their name or even the whole thing.

This about some questions you may want to ask us before your child starts nursery:

- ☺ What's the usual routine?
- ☺ How long can you stay once you've dropped off your child?
- ☺ Do we require your child to be toilet trained?

**Please complete an 'All About Me' for your child to make the transition as easy as possible. It'll also enable your child's key worker to get to know your child a little bit before they start nursery & support them on their first few days and take into consideration their individual needs.**



# Standard Terms & Conditions

The following are the standard terms & conditions of the business Eversley Nursery School Partnership at 20<sup>th</sup> August 2022 & replaces all those issued previously to this date. By signing the application form & applying for a place at Eversley Nursery School for your child, you agree to be bound by these terms & conditions which can only be varied if agreed in writing & signed by the providers of the Nursery. If the ownership or legal status of the Nursery changes, the Nursery's right & obligations under these Terms & Conditions will be deemed to be assigned to the new entity. Parents would be consulted & / or given adequate notice of any significant proposals or change of policy.

1. Registration & Acceptance  
The nursery will send written or verbal acknowledgement of your application for a place at the nursery upon receipt of the completed & signed registration papers & deposit. Admission & entry will be subject to the availability of the required place.
  - Deposit amount is £50 to be paid on registering your child. Only on receipt of this will the required place be confirmed. The deposit will then be refunded when your child leaves nursery.
2. Fees
  - All fees are subject to revision annually & the nursery will give a minimum of two weeks notice of any alterations. An up to date list can be requested from the Nursery at any time.
  - Nursery Fees are requested to be paid in advance.
  - Food charges & extra hours for funded spaces are also required to be paid in advance or daily.
  - All direct debits & cheques that are returned will incur a £10 administration charge.
  - The nursery reserves the right not to admit your child to the Nursery in the event of Non payment of fees.
  - Fees will not be refunded or waived for absence through sickness, family holidays, adverse weather conditions or any other reasons; except in the sole discretion of the Nursery.
  - Fees are the joint responsibility of each person who has signed the Contract on applying or who has parental responsibility for the child, has paid any Nursery fees, has returned the child to the Nursery or given instructions in relation to the child.
  - Fees cover the care of the child & all resources to provide effective care. Fees also cover all snacks, lunches & afternoon teas. Other items incurred by the Nursery or the child may be charged as extras. Damage done by a child, other than fair wear & tear, may be separately invoiced & must be paid as an extra.
  - An agreement with a third party to pay the fees or any other sum due to the Nursery does not release the parent(s) / carer(s) from any liability under these terms & conditions unless an express release has been given in writing signed by the bursar. The Nursery reserves the right to refuse a payment from a third party. All such payments received are in good faith.
  - An agreement by the Nursery to accept payment of fees by standing order or direct debit or any other arrangement for payment of fees by instalments is concessionary & will cease automatically in the event of any default for 30 days or more. On ceasing the full amount of fees then due shall be payable forthwith as a debt & interest will start to accrue.
3. Notice of Withdrawal / Change In Sessions Required  
2 Weeks notice must be given to withdraw your child from the nursery or reduce the sessions required. This notice must be written & signed & given in person to the Manager of the Nursery & a copy be sent to the Nursery email: [eversleynurserieschool@yahoo.co.uk](mailto:eversleynurserieschool@yahoo.co.uk).
4. Recovery of Unpaid Fees  
The nursery reserves the right to charge interest at the rate of 2% per month on all outstanding fees. You will also be responsible for the payment of all additional charges incurred by the nursery in collection of outstanding fees, including, but not limited to, our internal administration charges & our solicitors' costs & disbursements.
5. Child's Details  
The nursery requires & will rely on detailed information relating to your child as contained in the Nursery's registration & information form, which shall form part of this contract. The nursery must be immediately informed in writing of any change to the information provided & is not liable for the consequences of your failure to update the information.
6. Removal Of Child  
The Nursery reserves the right to exclude a child on a temporary or permanent basis at its discretion. In the event of permanent removal, fees will be payable for the then current month but no further payments will be due in lieu of notice. No refund of fees will be made for temporary removal. Cases of serious illness or genuine hardship may receive special consideration on written request.
7. Loco Parentis  
The parent(s) / carer(s) authorise the Nursery while in *loco parentis*, to authorise in good faith all decisions that safeguard & promote the child's welfare. Parents give consent to such physical contact as may be lawful, appropriate & proper for teaching & for providing comfort to a child in distress or to maintain safety & good order. The Nursery may also consent on behalf of the parents to the child receiving emergency medical treatment by a person who is appropriately qualified, necessary for the child's welfare & if parent(s) / Carer(s) cannot be contacted in time.
8. Liability & Insurance  
The Nursery does not, unless negligent, accept responsibility for accidental injury or loss of property. The Nursery undertakes to maintain those insurances, which are prescribed by law. All other insurances are the responsibility of parents including insurance of the child's personal property whilst at the Nursery or on the way to or from Nursery or on any Nursery sponsored activity away from the Nursery. The Nursery is not the agent of the parents or any purpose related to insurance.
9. This contract including all disputes here under shall be interpreted & resolved in accordance with the Laws of England.

## **Parent / Carer Enrolment Checklist:**

Completed Online Application Form

☐

Read Terms & Conditions

☐

Read Policies On Nursery Website

☐

Signed Contract

☐

Bring Full Birth Certificate To Enrol

☐

Bring £50.00 Deposit To Secure Place

☐

Complete “All About Me”

☐